City of Lafayette Staff Report

For:	City Council
By:	Tracy Robinson, Administrative Services Director
Date Written:	April 8, 2008
Meeting Date:	April 14, 2008
Subject:	Disposal of Surplus City Equipment & Vehicles

Introduction
The Purchasing Ordinance provides that City Council may declare City equipment as surplus when it is obsolete, worn out, or no longer used. Please see the attached list for details.

Discussion
The purchasing ordinance provides that the surplus property may be offered for sale by the most effective method. Staff has researched the various options and found Nationwide Auction Systems, located in Benicia, which specializes in auctioning surplus government equipment. Nationwide will pick up the equipment from our location at no charge and return 90% of the auction proceeds to the City. Any equipment or furniture remaining unsold after the auction will be disposed of by Nationwide, at their expense.

Fiscal Impact
There will be no expenses and any proceeds will be deposited in the General Fund.

Recommendation
Declare that the equipment is surplus property.

Auction Items as of April 2008

1 Desk Chair	
1 HP Design Jet Large Format Printer –	Model- Design Jet 220
MTZ5901 Mobile traffic zone speed trailer	from Police Department, license plate # 913750
Gas powered power pruner	no inventory number
Gas powered edger	Echo PWS094
Gas powered long pole hedger	Echo PWS 6
Gas powered back pack blower	Echo model PB-611
Gas powered small hedge trimmer	PWS045
Rolodex paper punch	
AFGA ePhoto 780c camera	PWS001
Motorola iBoard keyboard	
5 power adapters	
6 phone chargers	